

Established in 1901, Chinese YMCA of Hong Kong aims to help the youth to develop a holistic character and contribute to the society by providing activities and services in accordance with the teachings of Jesus Christ and the Christian Spirit: “To serve, not to be served”. The Association is now looking for high caliber candidates to fill the following position:

Marketing and Promotion Officer 市場及推廣主任

Ref: MKTPROCOC/03/24

Responsibilities:

- Assisting in planning, developing and implementing marketing plans;
- Developing digital marketing and social media strategies and campaigns;
- Managing and maintaining the College’s social media platforms and multiple channels;
- Coordinating marketing events, supporting the design of marketing collaterals and performing marketing administrative duties;
- Proofreading outgoing promotional materials to ensure accuracy; and
- Performing any other duties as assigned by supervisors.

Requirements:

- Higher Diploma or above in Marketing, Business or other related disciplines;
- Minimum 2-year work experience in marketing, branding, education and communications;
- Strong communication and interpersonal skills, particularly written communication;
- Fast-paced, self-initiative, energetic, able to work under pressure and meet tight schedule;
- Proficient in Photoshop, Illustrator, Canva and other graphic design tools;
- Good command of MS Excel, PowerPoint and Word;
- Working location: YMCA College of Careers, Yau Ma Tei

We offer 5-day work with good remuneration and fringe benefits including annual leave, family leave, paid sick leave, marriage leave, compassionate leave, maternity/ paternity leave, study subsidy and medical insurance to the right candidate on contract basis. Interested candidates, please submit your full resume stating the expected salary with reference no. and make attention to the **Human Resources Department** by email to recruit@ymca.org.hk **on or before 27 March, 2024.**

(All information provided will only be used for recruitment related purpose.)